

**Inland Empire/Desert Regional Consortium  
Executive Council Meeting – January 4, 2017, 1:00 p.m.**

**Minutes**

1. Welcome/Updates – Meeting at 1:05 p.m.
2. Approval of Minutes - November 29, 2016 Meeting

*Diane Dieckmeyer moved to approve the minutes from the November 29, 2016 meeting.  
The motion was seconded by Robert Grajeda. Motion approved.*

3. Overview of Steering Committee Decision Making Process
  - a. Process Overview
    - The Steering Committee did a great job adhering to the guiding principles during the selection process. It was a very collegial and collaborative process.
  - b. Review, discuss, and approve projects recommended for funding and proposed allocations
    - Julie Pehkonen gave an overview of the formatting of the plan and supporting documentation. Which led into the review/discussion of which proposals the Steering Committee decided to fund.
- Marketing & Outreach
  - The Steering Committee was committed to marketing plan for the region. They did not support dividing money up and allocating to the colleges to do their own marketing.
  - Combined Outreach Projects – Projects in Common 2A: Outreach to Students/Communities on Career Options and Projects in Common 2B: Outreach to Employers for CTE Internships/Jobs. Placeholder with vague language until more direction is given from Chancellor’s Office.
- Regional Mechatronics Technician Training Pathway.
  - The question was raised about not having a minimum of 3 colleges (2 districts). Norco fully supports the project. However more discussion is needed before they can commit to the project. San Bernardino is worried about meeting the metrics. Discussion.
  - Tentative approval based on three colleges being part of the project. Chaffey will be fine with tentative approval and Norco College supports the projects and they want to refine with Chaffey what Norco College’s role will be. Norco College liked the idea of setting a deadline to reach agreement between Chaffey and Norco.
  - The “project” was removed from consent and will be reviewed separately.

- Subregional Business Incubator and Makerspace Proposal
  - Question was raised about how the metrics/data/outcomes will be tracked and how does it enhance CTE programs?
  - Julie gave a brief summary of information she received from Ashley Gaines. The project is a different approach to outreach. Engages students in a non-traditional way. It is a national movement. Julie suggest to select some TOPS that would be impacted by the makerspace. It is a very “hands on” approach to get students engaged and excited about building things.
  - It was suggested Business/Entrepreneurship could be a likely candidate.
  - Concerns were raised about making the connection between building entrepreneurs and “maker space center”. The council wanted to see the metrics laid out with more detail.
  - The “project” was remove from consent and will be reviewed separately.
  
- Regional, Accelerated, Career, and Employment Program (ACE)
  - The Steering Committee recommended/approved that colleges could choose to do either ACE or Job Developers program.
  - If the college chooses to do ACE, they must select which program to accelerate. Jesse Lopez (Norco College TAACCCT Project Supervisor) would serve as regional expert to help colleges build their own accelerated program.
  - Most colleges are choosing to do the Job Developers program. This may be because they have not had time to fully vet this with their college and faculty resulting in a reluctance to commit to ACE at this point.
  - Suggested less funds be given to Norco to pay for the regional expert since not as many colleges are choosing to do ACE.
  - It was suggested and approved that funds be set aside for Professional Development so that Jesse can reach out to colleges to give an overview of the ACE program. Norco is having a great success with their accelerated program. The students are benefiting from the accelerated timeline. It could be worthwhile/beneficial to share what they have learned and their approach with other colleges. Gail Zwart (department chair for ACE classes) would be willing to go out with Jesse to talk about scheduling of classes and hiring of faculty for the accelerated program.
  
- There were no other programs in the regional plan that were questioned.

***Gail Zwart moved to approve the projects listed in regional plan excluding the Regional Mechatronics Technician Training Pathway and Subregional Business Incubator and Maker Space proposal. The motion was seconded by Zerryl Becker. Motion Approved.***

- Regional Mechatronics Technician Training Pathway
  - Discussion. It was decided that Chaffey College would have until January 23, 2017 to define the role other colleges would play in the proposal. Chaffey agreed to the deadline. Norco was a concerned because the CTE Dean is on leave for the month of January. It was asked that the Norco VP of Academic Affairs be included on all the email correspondence/conversation. Gail Zwart suggested she and Colleen Molko be included on all communication as well.

***Albert Maniaol moved that the council approve the Regional Mechatronics Technician Training Pathway program for the amount indicated if Chaffey is successful in obtaining partnerships with two other colleges by January 23, 2017. The motion was seconded by Gail Zwart. Motion Approved.***

- Subregional Business Incubator and Makerspace Proposal
  - Discussion. The council would like to see the metrics laid out with more detail.

***Joyce Johnson moved that the council approve Subregional Business Incubator and Makerspace Proposal pending the project's metrics being clearly defined. The motion seconded by Roger Schultz. Motion Approved.***

4. Review and Provide Input on Plan Narrative

a. Section 5 – Agreements About Future Engagement

- Discussion/ Feedback requested on time line that is listed in the proposal.
  - Annual Region Plan Update: Council agreed with timeline listed in the regional plan. The annual planning will begin in the spring of each year and will conclude by early September so that funds can be allocated to regional projects by October 1. The Executive Council and Steering Committee will work collaboratively and will announce timelines in April.
  - Develop a “new plan” every four years. The process will begin in the spring 2020. To allow time for regional input and submission to CCCCCO by January 31, 2021

b. Online Template for Budget Submission

- Review postponed until January 23 meeting.

c. Other

- N/A

5. General Discussion

a. How the guiding principles worked in the workgroup

- Review process for future funding cycles. The guiding principles were helpful. It was suggested to discuss at the January 23 meeting.

b. Spending on big versus small projects

- It was decided that a discussion on the topic is need and will be discussed at a future meeting.

6. Adjourn at 2:16 p.m.

*Next meeting: 1-23-17, San Bernardino Community College District, 114 South Del Rosa Drive 92408. Room: Professional Development Center 104*

